

**BUSINESS WATCH  
SECURITY SURVEY  
Gunnison Police Department**

<b>Business Name</b>	<b>Address</b>	<b>Phone</b>
<b>Responsible Person</b>	<b>Contact Info</b>	<b>Survey Officer/Date</b>

<b>Building Exterior</b>	<b>Type and Number</b>	<b>Adequate</b>		<b>Comments</b>
<b>Doors</b>		<b>Yes</b>	<b>No</b>	
<b>Locks</b>		<b>Yes</b>	<b>No</b>	
<b>Windows</b>		<b>Yes</b>	<b>No</b>	
<b>Lighting</b>		<b>Yes</b>	<b>No</b>	
<b>Vegetation</b>		<b>Yes</b>	<b>No</b>	
<b>Alarm</b>		<b>Yes</b>	<b>No</b>	
<b>Other</b>		<b>Yes</b>	<b>No</b>	
<b>Building Exterior</b>		<b>Yes</b>	<b>No</b>	
<b>Skylights</b>		<b>Yes</b>	<b>No</b>	
<b>Vents</b>		<b>Yes</b>	<b>No</b>	
<b>Ladders</b>		<b>Yes</b>	<b>No</b>	
<b>Other</b>		<b>Yes</b>	<b>No</b>	

<b>Key Control</b>	<b>Adequate</b>		<b>Recommendation</b>
<b>Do employees sign out keys?</b>	<b>Yes</b>	<b>No</b>	
<b>Are keys marked “Do not duplicate?”</b>	<b>Yes</b>	<b>No</b>	
<b>Do cleaning crews have keys?</b>	<b>Yes</b>	<b>No</b>	
<b>Are exterior doors locked while cleaning crews work after hours?</b>	<b>Yes</b>	<b>No</b>	
<b>If locks are not marked “do not duplicate” are doors periodically re-keyed?</b>	<b>Yes</b>	<b>No</b>	

Safe	Adequate		Recommendations
Anchored?	Yes	No	
Visibility?	Yes	No	
Combination last changed?	Yes	No	
Is the combination changed when employees with access leave employment?	Yes	No	
Fire Resistant?	Yes	No	

Computer Security	Adequate		Recommendations
Are business files backed up regularly?	Yes	No	
Are copies of the backup secured off site?	Yes	No	
Is virus protection updated regularly?	Yes	No	
If you operate on a wireless network is your security enabled?	Yes	No	
Is access to business computers limited by password?	Yes	No	

Alarms/Detection Devices	
Type of alarm and areas of protection:	
Last test of alarm:	Results:
Alarm Company:	Phone #:
Comments:	

This security survey reflects opinions and recommendations of the officer conducting the survey. The Gunnison Police Department, under whose auspices the inspection was made, and the officer conducting the survey do not assume responsibility or liability for any loss or damage arising out of this survey.

Gunnison Police Department  
P.O. Box 239  
Gunnison, CO 81230  
970-641-8200

**Recommendations:**

**Received By:**\_\_\_\_\_